



Workforce Development Board Quarterly Meeting
 Thursday, December 10, 2020
 WebEx

Attendance

Members Present		Members Absent		Guests/ Presenters
Evan Athenas	Traci Martin	Brent Howard	Sandra Peregoy	Mike DiGiacomo
Sheldon Caplis	Patrick McQuown	Kelli Kearney-Hill	Laura Riley	Mike Grubbs
Natalie Edington	Mark Millspaugh	Elaine Meyer-Lee	Thomas Watkins	Mike Lawrence
Cynthia Etheridge	Mike Netzer	Tracie Oden	Melissa Wells	Kelly Madigan
Bryce Freeman	Anna-Maria Palmer	Rosie Pepito-Summerton		Nick Stewart
Anna Gavin	Rebecca Pennington			Troy Williams
Kerry Graves	Mitchell Posner			
Jackie Griffin	Debbie Rowe			
Doug Handy	Jim Russell			
Anita Hicks	Rob Santori			
Bob Holsey	Louise Slezak			
Mary Hough	Aaron Tomarchio			
Leonard Howie	Nicole Thompson			
Matt Jackson	Melissa Werner			
Jeff Jenkins	Tina Williams-Koroma			
Patti Madigan				

Staff		
Kevin Armstrong	Mary Manzoni	Neishall Schuyler
Renee Barnes	Howard Marshall	Anthony Smith
Carol Brooks	Leighton McPhaul	Tracy Tyler
Lauren Coleman	Chris McCollum	Britney Victorine
Todd Dolbin		

Call to order

Anna-Maria Palmer called the meeting to order at 8:30 a.m. Anna-Maria thanked members for participating in the meeting and introduced new Director of Economic and Workforce Development, Leonard Howie.

Board Business – voting members

Anna-Maria Palmer, Board Chair

Mary Manzoni, Senior Manager Workforce Development

- Board members present voted unanimously to approve the September minutes as official Board documents.
- The Board voted to extend the quarterly meetings by 30 minutes to 2 hours beginning at 8am.
- The first draft of the Baltimore County Local Workforce Area Plan for 2020-2024 was sent to board members for review and feedback (due by December 18th). The final plan will be sent to the Executive Committee for review and approval during the public commentary period in February 2021. The plan is due to the state by April 1st.
- Mary Manzoni informed Board members that the current WIOA MOU/RSA expires on 6/30/21 and that an updated was being prepared and due to MD Labor on 4/30/21. This document will be shared with the Board for approval.

Member Orientation - Ethics

Kelly Madigan, Inspector General and Executive Director, The Ethics Commission

Kelly gave the Board an overview of the 5 broad areas of ethics laws: conflict of interest, secondary employment, gifts, misuse of office, and financial disclosure forms. Appointed members of all Baltimore County boards are required to complete a mandatory online ethics training. Members of the Workforce Development Board will receive more information to complete their training in March 2021. Kelly provided her contact information to the board in the event that there are any questions.

Report on Workforce System Updates

Mike Lawrence, One Stop Operator

Howard Marshall, WIOA Operations Manager

Kevin Armstrong, Manager, Youth Services

Neishall Schuyler, Manager, Job Connector

- AJC WIOA Convening “Movement from Partnership to Relationship 3” (November 20th): 160 participants attended this peer-to-peer virtual conference to share effective best practices. Partners included DEWD American Job Center staff, Department of Rehabilitation Services, Baltimore County Department of Aging, MD Department of Labor Job Service staff, Baltimore County Department of Social Services, CCBC, Job Network and Community Assistance Network with significant support of County and State leadership.
- Unemployment: Baltimore County’s unemployment rate as of October was 7.7%. Baltimore County has experienced a steady incremental decline in the unemployment rate since COVID’s first impact in April 2020. Slight upticks in job openings and seasonal employment may account for some of decrease in the unemployment rate and UI benefit claims; this may spike again after the holidays. The highest number of claims are from workers representing accommodation and food services, retail trade, healthcare and social assistance and administrative industry sectors.
- Career Center Update: Baltimore County met or exceeded all WIOA and Labor Exchange Title I performance metrics for PY2020 1st Quarter. The AJC’s are re-opening on a limited schedule, with staff providing hybrid virtual services and access to the computer labs by appointment only.
- Youth Services: 86 Youth participants hired to help with the food distribution program, distributing nearly 10 million food boxes throughout Baltimore County by year-end. The program will run through March 2021.
- Job Connector Update: DEWD is working on several initiatives which include:
 - Two new mobile career centers to be deployed into areas that have been heavily impacted by unemployment or low wages;
 - A pilot program with the Planning Department to provide services to individuals in a rapid re-housing initiative for those experiencing homelessness;
 - Working with BACH (Baltimore Alliance for Careers in Healthcare) and Genesis Healthcare to provide a CNA training program; and,
 - The Older Workers Grant as well as the Opioid Grant will resume in 2021.

Looking at Baltimore County's Workforce System through an Equity Lens

Troy Williams, Chief Diversity Officer

Troy provided the Board with a snapshot of Baltimore County's diversity data, which included economic vulnerability, out-of-work populations, unemployed and underemployed. He also shared ideas for how the Board can align their work with key benchmark indicators outlined in the County Executive's [Enterprise Strategic Plan \(2019-2022\)](#). A copy of Troy's presentation along with supplemental Baltimore County demographic data was provided to the Board.

Strategic Planning and Action – Establishing Working Committees

Group Discussion

The Board identified four priority areas of strategic focus in the September Strategic Visioning Session:

- Analyzing Baltimore County's Data and Demographics
- Applying an Equity Lens to Baltimore County's Workforce System
- Engaging Employers and Industry
- Contingency Planning – Preparing the Workforce System for a New Normal.

The Board established four correlating working committees to address each of these strategic focus areas. The group discussed next steps, reviewing the committee rosters and template for reporting out. Committees will begin their work in January, and will provide progress updates at each quarterly meeting. See the attached rosters for more information.

Board Member Updates

- McCormick will be opening a 1.8M square foot distribution center at Tradepoint Atlantic.
- T. Rowe Price names executive to oversee diversity and inclusion. They are also slated to move their headquarters to Harbor Point in 2024.
- Goucher College has become a founding member of the Liberal Arts College Racial Equity Leadership Alliance.
- GBMC Healthcare system has been selected as a Baldrige National Quality Award recipient.

Closing Remarks

Please mark your calendars for the 2021 quarterly Workforce Development Board meetings (8-10 a.m.)

- April 8, 2021 (via WebEx)
- June 10, 2021 (TBD)
- September 9, 2021 (TBD)
- December 9, 2021 (TBD)